



THE WHITE HOUSE

WASHINGTON

March 21, 1977

MEMORANDUM FOR:

The Vice President
The Secretary of State
The Secretary of Defense

ALSO: The Secretary of the Treasury
The Attorney General
The Secretary of Interior
The Secretary of Agriculture
The Secretary of Commerce
The Secretary of Transportation
The Director, Office of Management
and Budget
The Director, Arms Control and
Disarmament Agency
The Chairman, Joint Chiefs of Staff
The Director of Central Intelligence
The U.S. Representative to the
United Nations
The Chairman, Council of Economic
Advisers
The Assistant to the President for Energy

SUBJECT: Scheduling of PRC and SCC Meetings

The usefulness and effectiveness of PRC and SCC meetings have been seriously hampered because PRM responses and other studies have been reaching participants often as late as the day of the meeting itself. Henceforth, no PRC or SCC meetings are to be held unless the Principals have received the pertinent papers two days prior to the scheduled meeting.

Zbigniew Brzezinski

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